



**DRAFT
PLANNING & COMMUNITY
DEVELOPMENT COMMITTEE**

**April 13, 2009
MINUTES**

I. CALL TO ORDER

Chair Lynn Norman called the meeting to order at 5:03 p.m. in the Council Chambers located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, WA. Committee members present were: Chair Lynn Norman, Member Rich Wagner and Deputy Mayor Sue Singer. Vice Chair Nancy Backus was excused.

Also in attendance were: Director Cindy Baker, Assistant Director Kevin Snyder, Principal Planner Elizabeth Chamberlain, Principal Planner Jeff Dixon, Environmental Protection Manager Kelly McLain Aardal, Environmental Planner Jennifer Shih, Senior Planner Karen Scharer, Building Official Rick Hopkins, Parks, Arts & Recreation Director Daryl Faber, Parking Planning and Dev. Manager Bob Wuotila, Project Engineer Ryan Vondrak, Water utility Engineer Cynthia Lamothe, Community Services Manager Duanna Richards, Cultural Diversity Liaison Alexandra Davis, Councilmember Bill Pelosa and Planning Secretary Renee Tobias.

Audience: Wayne Osborne, Robert Whale, Bill Morchin and Lilly Brinkman.

II. CONSENT AGENDA

A. Approval of Minutes – March 23, 2009

Deputy Mayor Singer moved to approve the minutes as presented; Chair Norman concurred. Motion carried.

Member Wagner arrived at approximately 5:05 and recommended changes to the minutes.

Deputy Mayor Singer moved to reconsider the approval of the minutes; Member Wagner seconded. Motion carried.

The minutes were approved by consent with the following changes to the minutes were made as follows:

Page 3, Paragraph 3 should read, "Committee asked that the wording reflect 50% of appraised value, with the cost of appraisal paid by the applicant."

Page 3, last sentence should read, "Purpose of the proposed amendments is to deemphasize the construction of additional surface parking that would promote the use of impervious surfaces".

B. Resolution No. 4474 – Landau Contract Amendment for Mohawk Plastics Wetland Mitigation Project

Staff clarified the project is Goedeke South; the Agenda had Goedeke North.

C. Final Pay and Acceptance of CP0708 – Brannan Park Lighting Project**D. Contract Amendment – Comprehensive Water Plan**

Deputy Mayor Singer moved and Member Wagner seconded to approve the Consent Agenda including approval of the minutes as amended.

MOTION CARRIED UNANIMOUSLY 3-0.

III. Farmer's Market Update

Councilmember Bill Pelozza introduced Lilly Brinker, Farmer's Market Manager, to the Committee. The goal for the number of vendors was 20; currently there are 35. The inaugural event is scheduled for June 14th, with a Kiwanis breakfast, Ed Hume presentation and other participants/events. Councilmember Pelozza reported that of the \$52,000 grant, \$45,000 funds remain and the Board is preparing to submit for a USDA grant.

Councilmember Pelozza responded to Committee's question about the number of non-produce vendors, stating they will be capped at 10% each Sunday.

IV. ACTION**A. Resolution No. 4466 – Address change**

The address correction is at the request of the property owner. There were no questions for staff.

Deputy Mayor Singer moved to approve Resolution 4466; Member Wagner seconded.

MOTION CARRIED UNANIMOUSLY 3-0.

B. Ordinance No. 6229 – Adoption of Farmers Market Advisory Board

The ordinance formally adopts the new Farmers Market Advisory Board. Parks, Arts & Recreation Director Daryl Faber distributed a revised Ordinance and reviewed the changes with the Committee. Committee asked about the level of city staff support for the market; Mr. Faber stated that any staff time will be charged off to the grant and that volunteers will be used as much as possible.

Committee asked that Section 2.96.040 be amended to read, "A majority of the members shall be a resident of Auburn."

Deputy Mayor Singer moved and Member Wagner seconded approval of Ordinance No. 6229 as amended.

MOTION CARRIED UNANIMOUSLY 3-0.

C. Ordinance No. 6232 – Open Space Taxation

Senior Planner Karen Scharer presented the staff report. Ordinance 6232 appoints City Council members to the Joint Determining Authority who holds hearings and acts on open space taxation applications. Further, the ordinance adopts Pierce County Public Benefit Rating System (PBRS) to determine value reduction and current use assessment, reaffirms the Miscellaneous Administration Decision fee of \$500 and establishes administrative procedures.

Committee asked that the PBRS Tables 2.114-1 and 2.114-2 be included in the City Council packet for April 20, 2009.

Deputy Mayor Singer moved and Member Wagner seconded approval of Ordinance No. 6232.

MOTION CARRIED UNANIMOUSLY 3-0.

D. Ordinance No. 6235 – Amended Shoreline Master Program Adoption

This ordinance amends the currently adopted Shoreline Master Program to match the version submitted to Department of Ecology for final approval.

Committee asked about golf courses being prohibited from Natural Designation areas. Environmental Protection Manager Kelly McLain Aardal responded that golf courses and any incidental retail activity related to golf courses are permitted under Urban Conservancy.

Committee felt that the answer to Comment 4 was good and suggested that staff write another letter to the Muckleshoot Indian Tribe, Fisheries Division, outlining specific protection the City to minimize human impact within the shoreline jurisdiction.

Deputy Mayor Singer moved and Member Wagner seconded approval of Ordinance No. 6235.

MOTION CARRIED UNANIMOUSLY 3-0.

E. Ordinance No. 6230 – Amendments to Downtown Urban Center Zone

Proposed amendments were reviewed by the Planning & Community Development Committee on March 23, 2009 and Committee did not recommend any substantive changes. On March 3, 2009, the Auburn Planning Commission held a public hearing on the proposed code amendments addressing exemption levels for existing structures in the Downtown Urban Center zone. The Planning Commission recommended approval of the proposed code amendments.

Deputy Mayor Singer moved and Member Wagner seconded approval of Ordinance No. 6230.

MOTION CARRIED UNANIMOUSLY 3-0.

F. Ordinance No. 6231 – Residential Conversions to Commercial Code Amendments

Proposed amendments were reviewed by the Planning & Community Development Committee on March 23, 2009 and Committee did not recommend any substantive changes. However, staff will be working on administrative procedures to process these types of applications with a central staff person to walk the applicant through the process. On March 3, 2009, the Auburn Planning Commission held a public hearing on the proposed code amendments that would change the Residential Office zone, landscaping requirements and parking regulations. The Planning Commission recommended approval of the proposed code amendments.

Committee asked for clarification on the word "major" as it relates to expansion or remodel on Item #3 of the staff report. Staff reported that parking is based strictly on use, not on valuation of improvements. Staff drew the Committee's attention to City Code 18.52.010(4) as presented on page 10 of the draft ordinance; the requirements shall apply in full to the new use if and only if the change in parking requirements between the old and new uses is greater than five spaces. Committee recommended two spaces and staff will update ordinance for next Council meeting.

Deputy Mayor Singer moved and Member Wagner seconded approval of Ordinance No. 6230 as modified.

MOTION CARRIED UNANIMOUSLY 3-0.

G. Resolution No. 4472 – Conditional Use Permit Moratorium Modification & Extension Adoption

Planning Director Cindy Baker distributed a map of showing C-1 vacant and redevelopable properties affected by the Conditional Use Permit Moratorium. There are 67 vacant and redevelopable parcels throughout the city, totaling 124 acres.

Committee asked what was considered redevelopable; those properties that are worthwhile for any developer to redevelop. Committee members discussed previous requests by Lea Hill residents regarding retail, multifamily, and mixed use development in their area.

In response to Committee's question about pre-annexation applications pending with King County, staff stated that approximately thirty will be coming through, with a majority being residential plats. Committee asked about existing multifamily housing applications and staff responded that the Seasons project is the only one.

Committee discussed what the minimum percentage of commercial use should be in mixed use development. Committee concurred that it should be a minimum of 20%. Committee discussed in detail traffic infrastructure needed for commercial developments in the C-1 zone. Committee agreed that ordinance would go forward to City Council with added wording of no Public Works Engineer waivers, exceptions, variances or deviations.

Member Wagner moved to recommend City Council approve Resolution 4472 with addition to address the non-acceptance of any engineering design waivers with respect to C-1 properties.

MOTION CARRIED UNANIMOUSLY 3-0.

V. DISCUSSION**B. Community Services Update**

Cultural Diversity Liaison Alexandra Davis reviewed the six goals and outcomes identified in the draft City of Auburn Community Engagement Process Stakeholder Report with the Committee. The first four goals have been met. Staff are currently working on Goal 5 – engaging Auburn staff in defining their role in the support of this mechanism and infrastructure. Staff will implement the community plan without the consultants' assistance (Goal 6).

Community Services Manager Duanna Richards reported that there has been over thirty Neighborhood Meetings, ranging from 6 to 100 people. Some of these meetings occurred as a result of citizen concerns or at the request of staff. Staff have partnered with the school district and police to develop a Gang Prevention Task Force.

Seven youth ambassadors have been selected for this summer's Kent-Auburn-Tamba Sister City exchange program. The proposed Korean Sister City program is moving forward and will hopefully be formalized by Spring 2010. The City has been approached by the mayor of three small municipalities located in the state of Jalisco, Mexico, about a Sister City partnership with them and the City of Covington. An informational meeting is scheduled April 23 to determine if there is community support for this.

Committee asked that all concerns brought up and suggestions made by residents in the Neighborhood Meetings be included and tracked in the minutes, not just the obvious action items.

Committee asked how City information gets out to the citizens who do not have internet connections. In addition to the City News page in the Auburn Reporter, TV21 and direct mailings, staff are compiling a list of community bulletin boards where information can be posted, distributing written materials in all public facilities that will accept information and share written materials at the Neighborhood Meetings.

C. Carbon Footprint

The City is one of 35 signatories to the U.S. Conference of Mayors Climate Protection Agreement which commits cities to several actions, one including meeting or beating the Kyoto Protocol targets through actions ranging from anti-sprawl land-use policies to public information campaigns. Staff reviewed their research findings of current federal, state and local efforts and issues for greenhouse gas inventories.

Staff recommended that the City conduct a carbon footprint. This carbon footprint is required for some grants that the City is applying. Committee discussed ICLEI membership benefits and goals required upon joining. Staff indicated that whether or not the City joins ICLEI, a carbon footprint is still needed.

Deputy Mayor Singer moved and Member Wagner seconded to join ICLEI.

MOTION CARRIED UNANIMOUSLY 3-0.

VI. INFORMATION

A. Director's Official Decisions and Report

- Storage Containers - Director Cindy Baker reported that this is being incorporated into the Code Update.

B. PCDC Status Matrix

- The Committee had no changes to the Matrix presented.

VII. ADJOURNMENT

There being no further business to come before the Planning and Community Development Committee, Chair Norman adjourned the meeting at 7:23 p.m.

APPROVED THIS _____ DAY OF _____.

Lynn Norman, Chair

Renee S. Tobias, Planning Secretary